

WIC Financial Accounting Supervisor
(Open to current Department of Community Health Employees Only)

Division of Public Health
Women, Infants, and Children (WIC), Grant Reporting Unit

Job Description

Come join the team that's changing the face of Public Health

The Georgia Department of Community Health, Division of Public Health is seeking a WIC Financial Accounting Supervisor for the WIC Grant Reporting Unit.

Under limited supervision, the **WIC Financial Accounting Supervisor** will manage accounting activities for a sub-unit/function of a large agency. This position supervises a limited number of professional and technical accounting subordinates; manages the recording, maintenance, reporting and control of agency revenue and expenditures; recommends and implements departmental accounting policies and procedures in accordance with statutory and professionally accepted standards; interacts with agency administrators and staff, professional accountants, auditors, vendors and financial institution officials on accounting and fiscal related matters; and monitors and evaluates accounting trends and innovations which may impact the practices of the accounting program.

Qualifications

Completion of a bachelors degree in business administration, accounting, finance, or a closely related field AND Three years of professional level experience in accounting and/or a closely related fiscal activity, one of which must have been in a supervisory, administrative or lead worker role

Preferred Qualifications

Preference will be given to applicants who in addition to meeting the entry qualifications possess the following:

- Advanced knowledge of Accounting Theory as demonstrated by having a CPA and/or Masters Degree in related area or by some other means
- Excellent Excel skills, some data base knowhow
- Experience in general ledger reconciliations or other forms of accounting reconciliations

- Experience and skill in utilizing PeopleSoft, Cognos, and GARS
- Knowledge and experience dealing with federal draws, bank reconciliations, and account analyses
- Previous exposure to preparing accounting policies and procedures
- Knowledge in Federal Report Regulations
- Supervisory experience
- People skills, interaction with federal and financial auditors
- Completion of a Bachelor's degree with a major in Accounting; advanced degree desirable

Applying for this job

Interested candidates should **email** their resume in Microsoft Word format to: alexander@dhjobs.com

To ensure proper routing/handling of your credentials, **copy/paste** or **type** the following as your email subject: **WIC Financial Accounting Supervisor – 59626**

Benefits

This position is a pay grade 17 (Competitive starting annual salary \$43,063 - \$59,293) on the statewide salary plan.

In addition to a competitive salary, we offer a generous benefits package that includes a flexible schedule, training opportunities, employee retirement plan, deferred compensation, 12 paid holidays, vacation & sick leave, dental, vision, long term care, and life insurance.

Employment Information

Job announcements are subject to change/removal without notice. Positions are closed once a sufficient pool of qualified applicants is identified.

Due to the volume of credentials received, only those under interview consideration will be contacted regarding status of their application.

Current State employees are subject to State Personnel Administration rules regarding salary.

DCH accepts educational credential recognized by the Council for Higher Education Accreditation (CHEA) and/or the US Department of Education (DOE) will be considered. DCH will contact educational institutions to verify degree, diploma, licensure, etc.

The candidate selected for this position may be subject to pre-employment drug screening and a criminal background check.

As an employee of DCH, in the event of an identified emergency you may be required, as a term and condition of employment, to assist in meeting the emergency responsibilities of the department.

The Georgia Department of Community Health strives to provide access to affordable, quality health care in our communities; encourage responsible health planning and use of health care resources; and promote healthy behaviors and improved health outcomes.

DCH is an Equal Opportunity Employer

